

REGULAR MEETING MINUTES
COOS COUNTY BOARD OF COMMISSIONERS
Owen Building Large Conference Room
October 16, 2018
8:30 A.M.

In Attendance: Chair Bob Main, Commissioners John Sweet and Melissa Cribbins, County Counsel Nathaniel Johnson, Business Operations Manager Bobbi Brooks (see roster for others)

EXECUTIVE SESSION under the authority of ORS 192.660

This portion of the meeting took place in the small conference room, where Chair Main read the statutory authority for the Board to meet in executive session, noting that no media were present.

1B. (2)(h) Consultation with Counsel

Mr. Johnson discussed some of the legal issues that he has been working on, including an adverse possession claim and a hearing scheduled for tomorrow morning.

1A. (2)(e) Real Property Transactions

Chair Main talked about a request for an easement that he received from a constituent.

These were informational sessions only; no decisions were made at the end of the sessions. At 9:30, the Board met in the large conference room, where Chair Main led the pledge of allegiance and opened the public portion of the meeting.

2. CITIZEN COMMENTS (agenda items or general comments) – limited to 3 minutes per person

Dick Mork said that he read in the newspaper that Jordan Cove offered land owners \$30,000 for their land, but he believes that they should have added a cost of living increase also. He then said that he wonders how much money Jordan Cove, a Canadian company, has put into the county for this election. Chair Main said that it turns out that Pemina, the parent company of Jordan Cove, is more than 50% owned by Americans. He then said that the \$30,000 is a signing bonus, as an incentive, for signing the easement.

Eldon Rollins said that he learned on Friday that 1/3 of the timber sale receipts that the City of Coquille received went directly to PERS, and he wondered if the county did the same thing; all three commissioners replied no.

DEPARTMENT HEADS

3A. Request Approval of Contract Amendment with ADAPT- Coos Health & Wellness (CHW)

Director Ginger Swan said that this is for contract language changes, and adding \$29,000 for marijuana tax revenue.

Commissioner Sweet moved to approve the contract amendment as presented. Commissioner Cribbins seconded the motion. Vote was taken and unanimously carried.

5A. Request Approval to Hire at Step 4- CHW

Ms. Swan stated that there was a promotion within the department, and in order to give Echo Reed a significant pay increase with the promotion, she needs to be hired into the new position at Step 4,

Commissioner Cribbins moved to approve hiring the Behavioral Health Quality Assurance Aide at Step 4 of paygrade 413. Commissioner Sweet seconded the motion.

Commissioner Cribbins stated that there is no general fund revenue in CHW, and Ms. Swan said that they have received no general funds since 1996.

Vote was taken and unanimously carried.

3B. Request Approval of Collector E-Waste Service Agreement & Ratify Public Works Director Signature-Solid Waste

Public Works Director John Rowe said that there used to be two contracts for e-waste collection, but there is now only one available to provide this service.

Commissioner Cribbins moved to approve the agreement with URT as presented and to ratify John Rowe's signature. Commissioner Sweet seconded the motion. Vote was taken and unanimously carried.

3C. Request Approval of Job Description, Post/Advertise & Fill Position of Maintenance Worker V-Sign/Spray Trainee- Road

Mr. Rowe said that Cindy Moody is planning to retire in two years, so he has had Jason Vineyard training for her job.

Commissioner Sweet moved to approve the job description for MW V-Sign/Spray Trainee at pay grade 805, advertising/posting and filling the position. Commissioner Cribbins seconded the motion.

Commissioner Cribbins said that this request is redundant, and that Mr. Rowe should have gotten permission from the Board before filling this position. She then said that she's concerned about the trainee position being paid so high. Mr. Rowe said that Mr. Vineyard is well qualified for the position, and Commissioner Cribbins said that Mr. Rowe shouldn't assume that he will be the only qualified applicant to apply.

Vote was taken and carried, with Commissioner Cribbins opposed.

3D. Request Approval of Job Description, Post/Advertise & Fill Position of Assistant DA II-Justice Reinvestment Act Position- District Attorney

District Attorney Paul Frasier stated that this position was created after the state gave Community Corrections funds from the Justice Reinvestment Act, and the position has been imbedded in Community Corrections since its creation. He said that he currently doesn't have anyone that he can move into this position, as all of his current ADA's have a year or less experience. Mr. Frasier then said that he and Community Corrections Director Mike Crim decided that it would be best to write a job description specific for this position.

Commissioner Cribbins moved to approve the job description, advertising and filling the position, and waiving the county's 5-day in-house posting requirement. Commissioner Sweet seconded the motion. Vote was taken and unanimously carried.

3E. Request Approval of Computer Purchase & Resolution to Transfer Funds- District Attorney

Mr. Frasier said that the attorneys in his office use laptops, and one of the laptops has failed beyond repair.

Commissioner Sweet moved to approve Resolution 18-10-176B, In the Matter of a Transfer of Expenditure Appropriations in the Amount of \$1,260 Within the General Fund and to approve the purchase of a laptop in the amount of \$2,330.23. Commissioner Cribbins seconded the motion.

Commissioner Cribbins then said that some people might wonder why the DA's office is using laptops, and Mr. Frasier replied that they need to be able to do Power Point presentations in court, and they also need to have access to records in the E-Court system.

Vote was taken and unanimously carried.

Chair Main then asked Mr. Frasier about the workload in his office. Mr. Frasier said that the caseload has gone down a bit, and he believes that this has to do with the Jail opening more beds; there are fewer Failure to Appear charges being filed now.

3F. Request Approval of Order for Paying Off Dept. of Revenue Senior Deferral- Finance/Tax

Commissioner Cribbins said that Treasurer/Finance Director Megan Simms is trying to certify the tax rolls this morning so she won't be attending this meeting. She then said that this is a program where seniors can defer taxes until the property is sold, and this year the county took deed to 3 parcels through the foreclosure process that were under this program. Commissioner Cribbins then said that these liens are paid from unsegregated tax collections.

Commissioner Cribbins moved to approve Order 18-09-066B, In the Matter of Ordering the Treasurer to Pay the Department of Revenue. Commissioner Sweet seconded the motion. Vote was taken and unanimously carried.

3G. Request Approval of Forest Trail Project Contracts- County Counsel

Mr. Johnson read from the agenda coversheet: "Due to an increase in available funding for the project, the contract from 2017 with Ptarmigan Trails LLC is being amended to extend the completion date and to add 2.5 miles of biking trail to the scope of work; also a new contract with Ptarmigan Trails has been drafted to set out he

scope of work for the rail alignment and staking and managing the trail crew; and a contract with Destination Management Advisors LLC has been drafted for performing as the project manager.”

Commissioner Cribbins moved to approve the contracts as presented for the completion of an additional 2.5 miles of biking trail. Commissioner Sweet seconded the motion.

Commissioner Cribbins then added that this is being paid with Business Oregon funding.

Vote was taken and unanimously carried.

3H. Discussion re: Hunting Access- Counsel/BOC/Forestry

County Forester Lance Morgan said that he received a phone call from a Tioga Sports Park Association (TSPA) volunteer who said that he used his key to access forest lands that are not open to the public. He said that he thinks that we need to make sure that TSPA is aware that they can't do this. Commissioner Cribbins said that she spoke with Mr. Johnson when she heard about this, and she believes that this is an ethics violation, so it has to be stopped. Mr. Morgan then said that he believes that the north side of the TSPA area should be closed to hunting, due to safety concerns. He said that it's too close to the Solid Waste Beaver Hill facility, and people are always working in the TSPA area. He then said that he would like to post a no hunting sign at the bike trail head, also for safety's sake.

Commissioner Cribbins moved that the Board reiterate that volunteers are not allowed to use keys to access lands closed to the public, to approve closing a portion of the county forest next to TSPA to hunting and to approve no hunting signs being placed at the mountain bike trail head and at TSPA. Commissioner Sweet seconded the motion. Vote was taken and unanimously carried.

4. CONSENT CALENDAR- administrative matters not up for discussion

A. Approval of Minutes

Joint Workgroup Minutes- September 25, 2018
Worksession- Dement Park- October 1, 2018
Regular Meeting Minutes- October 2, 2018

B. Orders & Resolutions

Resolution 18-10-169P, In the Matter of Granting Salary Merit Step Increases for Various Coos County Employees, Effective October 1, 2018
Resolution 18-10-171P, In the Matter of Granting Salary Merit Step Increase for a Coos County Employee Retroactive to August 1, 2018
Resolution 18-10-172P, In the Matter of Granting Salary Merit Step Increase for a Coos County Employee Retroactive to September 1, 2018
Resolution 18-10-173P, In the Matter of a Personnel Transfer for Justin Clayburn Within the Sheriff's Department Effective October 1, 2018
Resolution 18-10-174P, In the Matter of Classifying and Placement of Various Employees on the Regular Coos County Payroll Effective Their Hire Date

C. Items Previously Approved (authorize Chair to sign where necessary)

Amendment #9 to IGA #154106- CHW- STD/Powers School Based clinic funding
Contract Termination with THE House- CHW
Change Order #3 to Contract with Jordan Cove LLC- Sheriff- funding
Agreement with Special Waste Associates- Solid Waste- training
Contract with Reese Electric- Maintenance/Courts- cabling/wiring

Commissioner Cribbins moved to approve the Consent Calendar as presented. Commissioner Sweet seconded the motion. Vote was taken and unanimously carried.

LATE AGENDA ITEMS

5B. Request Acceptance of DLCD Grant, Authorize Chair to Sign & Approve Resolution for Additional Funding- Planning

Director Jill Rolfe stated that DLCD had some grant dollars left over at the end of the grant cycle, so she applied for additional funding to work on updating the Coos Bay Estuary Management Plan.

Commissioner Cribbins moved to accept the grant as presented, to authorize Chair Main to sign the grant documents and to approve Resolution 18-10-178B, In the Matter of Making an Additional Appropriation in the Amount of \$14,000 Within the General Fund. Commissioner Sweet seconded the motion. Vote was taken and unanimously carried.

5C. Request Approval of Enterprise Fleet Management Agreements & Authorize Chair to Sign- County Counsel

Mr. Johnson read from the agenda coversheet: "The county has been in discussions with Enterprise Fleet management Inc. regarding procuring fleet management services. Professional fleet management services provide the county with the opportunity to save money while updating the vehicle fleet by reselling vehicles at the appropriate time before mechanical issues begin to emerge. The contracts attached with this agenda item will allow the county to lease vehicles from Enterprise and enter into a professionally managed maintenance and resale program."

Commissioner Sweet moved to approve Resolution 18-10-177L, In the Matter of Authorizing Agreements with Enterprise Fleet Management Inc. through the Interstate Cooperative Procurement Method Using the Sourcewell Cooperative Purchasing System, to approve various agreements with Enterprise and to authorize Chair Main to sign the agreements. Commissioner Cribbins seconded the motion.

Commissioner Cribbins then said that Commissioner Sweet put in a lot of work on this, and she thanked him for doing so. Chair Main then explained that we are going to ease into this agreement, with a couple of departments going first.

Vote was taken and unanimously carried.

Commissioner Sweet moved to add a late, late agenda item to discuss hiring expert testimony to the Department of Forestry. Commissioner Cribbins seconded the motion. Vote was taken and unanimously carried.

5D. Request Approval to Contract with Tim Vredenburg- BOC

Commissioner Sweet said that the Oregon Department of Forestry is considering Marbled Murret listing and Tim Vredenburg has agreed to testify. He said that they want the new board members to be made aware of the science before they make a decision on the listing.

Commissioner Sweet moved to approve paying Tim Vredenburg \$1,250 from the Forestry budget for testimony before the Board of Forestry regarding the Marbled Murret listing. Commissioner Cribbins seconded the motion. Vote was taken and unanimously carried.

At this time, Chair Main recessed the regular meeting and opened the governing body portion of the meeting.

CCAT GOVERNING BODY

6A. Request Approval of STIF Project List

Transit Manager Sergio Gamino said that this is the final step before he can apply for STIF funding, and he said that this list was approved by the advisory committee. He then said that the 130% list is what they would do if the funding supersedes the projected revenue.

Commissioner Cribbins moved to approve both the 100% and 130% project lists for the Master STIF Budget for 2018/21. Commissioner Sweet seconded the motion.

Mr. Gamino then said that the highlights for this funding is increased capacity and improvements to the dispatch system.

Vote was taken and unanimously carried.

Chair Main adjourned the governing body portion of the meeting and returned to the regular Board meeting.

7. COMMISSIONERS REPORTS

Chair Main said that he and Commissioner Sweet attended the annual Coos-Curry Farm Bureau meeting, which was well attended, and he said that beginning January 1, Sharon Waterman will become the first female president of the organization. He then said that he took a tour of Dement Park with some folks interested in coming up with ideas on how to best utilize the park. He also attended the Lakeside candidate's forum, the Tenmile Lakes Basin Partnership project meeting, the South Coast Anglers STEP meeting and the O&C board meeting.

Commissioner Cribbins said that she went to the Chamber of Commerce legislative action committee meeting this morning, and the Board had a couple of meetings yesterday. She then said that she was in Washington DC last week to talk with legislators about timber revenues and then she was in Salem for the AOC meeting to talk about legislative priorities. Commissioner Cribbins then said that as soon as this meeting is adjourned, she will be heading to Springfield to make a presentation for more mountain bike trail funding, and after that she is headed to Portland for an Energy Trust meeting.

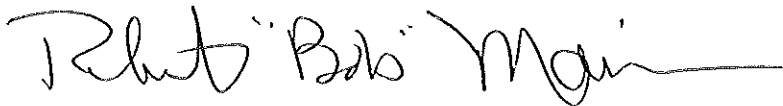
Commissioner Sweet said that he went to the SCDC meeting, and then he attended a workgroup meeting to discuss the housing action plan. Other meetings he attended include AOC, Coquille Watershed Association, the Oregon Board of Forestry, the Solid Waste Safety Committee, the CCAT advisory committee, and last night he attended the Fair Board meeting.

Chair Main adjourned the meeting.

Respectfully submitted,



Bobbi Brooks
Business Operations Manager



Commissioners Approval for Submission to the Board

REVISED AGENDA
COOS COUNTY BOARD OF COMMISSIONERS
Owen Building Large Conference Room
October 16, 2018
8:30 A.M.

1. **EXECUTIVE SESSION under the authority of ORS 192.660**
 - A. (2)(e) Real Property Transactions
 - B. (2)(h) Consultation with Counsel

PLEDGE OF ALLEGIANCE
2. **CITIZEN COMMENTS** (agenda items or general comments) – limited to 3 minutes per person-
scheduled to begin at 9:30 AM
3. **DEPARTMENT HEADS**
 - A. Request Approval of Contract Amendment with ADAPT- Coos Health & Wellness (CHW)
 - B. Request Approval of Collector E-Waste Service Agreement & Ratify Public Works Director Signature- Solid Waste
 - C. Request Approval of Job Description, Post/Advertise & Fill Position of Maintenance Worker V- Sign/Spray Trainee- Road
 - D. Request Approval of Job Description, Post/Advertise & Fill Position of Assistant DA II-Justice Reinvestment Act Position- District Attorney
 - E. Request Approval of Computer Purchase & Resolution to Transfer Funds- District Attorney
 - F. Request Approval of Order for Paying Off Dept. of Revenue Senior Deferral- Finance/Tax
 - G. Request Approval of Forest Trail Project Contracts- County Counsel
 - H. Discussion re: Hunting Access- Counsel/BOC/Forestry
4. **CONSENT CALENDAR- administrative matters not up for discussion**
 - A. **Approval of Minutes**
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 - B. **Orders & Resolutions**
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This agenda does not limit the ability of the Commissioners to consider additional subjects. The Board reserves the right to place a time limit on public testimony on any matter. The meeting place is handicapped accessible; if special accommodation is needed, please contact the office at least 24 prior to the meeting.

- C. **Items Previously Approved (authorize Chair to sign where necessary)**
 - Amendment #9 to IGA #154106- CHW- STD/Powers School Based clinic funding
 - Contract Termination with THE House- CHW
 - Change Order #3 to Contract with Jordan Cove LLC- Sheriff- funding
 - Agreement with Special Waste Associates- Solid Waste- training
 - Contract with Reese Electric- Maintenance/Courts- cabling/wiring

5. **LATE AGENDA ITEMS**

- A. Request Approval to Hire at Step 4- CHW
- B. Request Acceptance of DLCD Grant, Authorize Chair to Sign & Approve Resolution for Additional Funding- Planning
- C. Request Approval of Enterprise Fleet Management Agreements & Authorize Chair to Sign- County Counsel

6. **CCAT GOVERNING BODY**

- A. Request Approval of STIF Project List

7. **COMMISSIONERS REPORTS**

ROSTER

Meeting: Pool meeting

Date: 10/16/18

Name:

Address:

DICK MORK CB

ELDON ROLLINS Coquille

David D Jennings Coquille

James Bamford CB

Paul FRASIER DA

Craig Lanni Coos County Sheriff's Office